

DEPARTMENT OF ENERGY SURPLUS OR DISPLACED EMPLOYEES REQUESTING  
SPECIAL SELECTION PRIORITY CONSIDERATION

If you are currently a Department of Energy employee who has received a Reduction in Force (RIF) separation notice or a Certificate of Expected Separation you may be entitled to special priority selection under the Department of Energy's Career Transition Assistance Program (CTAP). To receive this priority consideration you must:

1. Be a current Department of Energy career or career-conditional (tenure group I or II) competitive service employee who has received a RIF separation notice or a Certificate of Expected Separation (CES) and, the date of the RIF separation has not passed and you are still on the rolls of the Department of Energy. You must submit a copy of the RIF separation notice or CES along with your application.
2. Be applying for a position that is at or below the grade level of the position from which you are being separated. The position must not have a greater promotion potential than the position from which you are being separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package.
4. Be currently employed by the Department of Energy in the same commuting area of the position for which you are requesting priority consideration.
5. File your application by the vacancy announcement closing date and meet all application criteria , (e.g. submit all required documentation).
6. Be rated well-qualified for the position.

DISPLACED EMPLOYEES FROM OTHER FEDERAL AGENCIES REQUESTING SPECIAL  
SELECTION PRIORITY CONSIDERATION UNDER THE INTERAGENCY CAREER  
TRANSITION ASSISTANCE PROGRAM (ICTAP)

If you are a displaced Federal employee from another Agency, you may be entitled to receive special priority selection under the ICTAP. To receive this priority consideration you must:

1. Be a displaced Federal employee. You must submit a copy of the appropriate documentation such as a RIF separation notice, a letter from OPM or your agency documenting your priority consideration status with your application package. The following categories of candidates are considered displaced employees:
  - A Current or former career or career-conditional (tenure group I or II) competitive service employees who:
    1. Received a specific RIF separation notice, **OR**

2. Separated because of a compensable injury, whose compensation has been terminated and whose former agency certifies that it is unable to place, **OR**
3. Retired with a disability and whose disability annuity has been or is being terminated, **OR**
4. Upon receipt of a RIF separation notice retired on the effective date of the RIF and submits a Standard Form 50 that indicates “Retirement in lieu of RIF”, **OR**
5. Retired under the discontinued service retirement option, **OR**
6. Was separated because he/she declined a transfer of function or directed reassignment to another commuting area,

**OR**

B Former Military Reserve or National Guard Technicians who are receiving a special Office of Personnel Management (OPM) disability retirement annuity under section 8337(h) or 8456 of title 5 United States Code.

2. Be applying for a position at or below the grade level of the position from which you have been separated. The position must not have a greater promotion potential than the position from which you were separated.
3. Have a current (or last) performance rating of record of at least fully successful or equivalent. This must be submitted with your application package. (This requirement does not apply to candidates who are eligible due to compensable injury or disability retirement.)
4. Occupy or be displaced from a position in the same local commuting area of the position for which you are requesting priority consideration.
5. File your application by the vacancy announcement closing date and meet all the application criteria (e.g. submit all required documentation).

Be rated well-qualified for the position.